

# Denbar Consulting

Response to ITQ BD80200S102, Version # 1.0

September 26, 2003

Joanie Bond  
Business Development Manager  
Denbar Consulting  
4949 Westown Parkway, Suite 165-101  
West Des Moines, IA 50266

Office: (515) 224-4612



Iowa Department of  
Administrative Services

General Services Enterprise

Thomas J. Vilsack, Governor  
Sally J. Pederson, Lt. Governor

Mollie K. Anderson, Director  
Patrick J. Deluhery, Chief Operating Officer

Friday, March 4, 2004

To: Ken Discher, DAS  
From: Ashley Super, DAS GSE

RE: ITQ Response from Denbar Consulting

I am returning the aforementioned ITQ Response to you for committee evaluation and approval. The “no” answer they gave on Agreement Questionnaire question # 7 was indeed a misunderstanding of what the question was asking. The original has now been corrected to read a “yes” response.

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## Cover Page

Dear Ms. Ashley Super:

Enclosed is the response for Denbar Consulting for the Information Technology Consulting Services and Staff Augmentations.

I hope you will find the enclosed information to be complete.

If you have any questions or comments, please feel free to contact me.

Thank you for your time,

Joanie Bond  
Business Development Manager  
Denbar Consulting  
Office: (515) 224-4612  
Cell: (515) 314-8969

ITQ EXHIBIT A

**NON-COLLUSION AFFIDAVIT**

I, the undersigned, am the person responsible for the preparation of and cost data contained in this response submitted to the STATE in response to this ITQ and certify that:

Cost data has been arrived at independently and without consultation with any other party.

No information regarding this response content has been disclosed to any other party that may be or may potentially be responding to the ITQ with a response.

No attempt has been made to induce or to refrain any other party in responding to this ITQ or to influence the content of their response.

This response and subsequent proposal(s) submitted by my firm to RFPs referring to this ITQ is made / will be made in good faith and not pursuant to any discussions / agreement with any other party.

My firm and its affiliates, subsidiaries, officers, directors and employees are not currently under investigation or been convicted for any act prohibited by federal law involving conspiracy or collusion with respect to bidding on public ITQ and related POs, except as follows:

NA

I understand that any miss-statement in this affidavit is and shall be treated as fraudulent concealment from the STATE of the true facts relating to the response submission for this ITQ.

Name: Joanie Bond, Position: Business Development Manager

SIGNATURE: Joanie Bond Date: 9-25-03

Representing COMPANY NAME: Denbar Consulting

SWORN TO AND SUBSCRIBED BEFORE ME THIS DAY 25th OF 20 03

NOTARY PUBLIC Jennifer Lynn Billings My commission expires: 7-19-06



ITQ EXHIBIT B

**LOBBYING CERTIFICATION FORM**

**FOR ITQ AND RELATED POSS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS**

The undersigned certifies, to the best of her or his knowledge and belief, that

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with the awarding of any federal contract or agreement, or the making of any federal grant, loan, or co-operative agreement.

If any funds other than federal appropriated funds have been paid to any person for influencing or attempting to influence the making of federal contracts or federal grants, loans, co-operative agreements, the undersigned will submit full disclosure of lobbying activities showing all details and supporting documents.

The undersigned will require any or all subcontractors to submit a separate lobbying certification and disclosure accordingly.

SIGNATURE: Joanie Bond TITLE: Business Development manager  
COMPANY NAME: Denbar Consulting DATE: 9-15-03

### ITQ EXHIBIT C --- MANDATORY AGREEMENT QUESTIONNAIRE

This section consists of a series of questions that must be answered to the affirmative prior to proceeding with development of your response. It confirms your understanding of and agreement to our requirements for submitting a response. Negative responses will disqualify you. Please insert a copy of your answers inside each of your responses.

1. Do you agree that the contents of your proposal(s) will become part of any resulting ITQ and related POs and can not be held confidential? YES ☒ NO ☐
2. Do you agree to submit one original of your proposal, together with two (2) copies and a electronic soft copy on diskette? YES ☒ NO ☐
3. Will you include at least three (3) client references and agree you must attain acceptable scores from references for each service category you are attempting to qualify for? YES ☒ NO ☐
4. Do you agree that you must maintain an acceptable rating by each agency you do work for in order to remain pre-qualified for each service category? YES ☒ NO ☐
5. Do you agree to abide by agency specific requirements as outlined in section 1-25? YES ☒ NO ☐
6. Do you agree that your response will remain valid for at least 120 business days and duration of ITQ and related POs? YES ☒ NO ☐
7. Are you a TSB or do you currently have or have had a contracting role in three (3) projects for each of the categories you are attempting to qualify for? YES ☐ NO ☒
8. Do you agree that if the STATE finds any part of your response to be false, you will be placed on temporary suspension from doing business with the STATE? YES ☒ NO ☐
9. Do you accept the requirements stated in sections 1-19 and 1-21? YES ☒ NO ☐
10. Will you provide all documents of proof of insurance as required by this ITQ and any related POs? YES ☒ NO ☐
11. Are you aware that the STATE will conduct any and all background checks it deems necessary? YES ☒ NO ☐

SUBMIT COMPLETED COPY INSIDE YOUR RESPONSE.

COMPLETED BY Jeannie Bond

## List of Client and Survey Recipients:

Jim Hardacre  
The Principal Financial Group  
Strategic Sourcing  
(515) 235-1340

Dan Clark  
John Deere Credit  
Operations Analyst  
(515) 331-9300

Steven Correa  
IVesta Financial Services  
Product Manager  
(515) 556-7753



## Professional / Technical Personnel Questionnaire:

1. How do you intend to provide the resources required by this ITQ?

We have been in the business since 1997 and have developed a strong network of experienced and reliable individuals. We have consultants across the United States working at client sites and in our offices. We are well balanced with a variety of different skill sets to meet the needs of the ITQ. Our team of professionals includes a strong group of programmer analysts, business analysts, database administrators, technical writers, and project managers. Our sales representatives have technical backgrounds that enable them to quickly and effectively match the consultants' skill sets with the business requirements.

We generally work with mid-sized and large companies, many of them in the Fortune 100. Our experience has gained us a variety of recognizable clients, some of which include: Wells Fargo, The Principal Financial Group, Sprint PCS, ABN AMRO Bank, Visa International, Ford Motor Company, IBM Corporation, NCS (ACT), Honda of America and U.S. Postal Service.

2. Identify the SP contract administrator and the functions that person will perform.  
Our contract administrator at Denbar Consulting is Joanie Bond. She will work with the various business areas to identify what technical resources they may need. She then interfaces with the support staff at Denbar to identify what candidates best fit the needs of the ITQ. She is responsible for keeping in contact with the business partners to monitor their satisfaction with the provided technical resource, as well.

3. Describe how you plan on providing additional personnel if it becomes necessary to properly staff projects.

As mentioned above, Denbar Consulting has a strong network of experienced and reliable individuals locally and nationwide. Through our affiliation with consulting companies across the U.S. and abroad, we can pull from a large pool of technical professionals and provide your business the resources to satisfy your specific needs. Although we first look locally to find our technical resources, we also have an office in India from which we can provide qualified personnel, as well. Our on-site manager in India conducts in-person interviews and screens candidates on both technical and communication skills.

4. Describe your company's ability to uniquely address problems and issues related to the service category.

At Denbar Consulting, we know that customer satisfaction is the key to doing well in this industry. Our Business Development Manager is closely engaged in our client relationships and will be in touch and aware of how things are going. In addition, we have a two-week guarantee. If after two weeks, the ITQ is not satisfied with a consultant provided, it is

not charged for the time. We will then provide another consultant to suit its needs. As is the case in any normal course of business, we've run into challenges but have dealt with each and learned from each on a case-by-case basis.

5. Describe your company's practices in adopting client policies and methods.  
As a consultant works with a client, our Business Development Manager is in touch to conduct follow-up interviews with the consultant. We gather information about the client, their policies, practices and corporate cultures. Once we compile this information, we prepare any future placements with the information gathered to ensure a smooth integration into the client environment.
6. List each type / brand of operating system / communication system you are experienced with in each category below and make comments.
  - a. Mainframes – IBM 360, Tandem
  - b. Midrange/Minicomputer – RS6000, AS400
  - c. Client / Server / Distributed systems –  
Microsoft products – IIS, ASP, .NET environment  
Open Systems – Tomcat, Apache,
  - d. Desktop – Win 95 through 2003,
  - e. LAN – NT, Win 2000 Server, Win 2003 Server Novell Netware
  - f. Languages and DBMS – Visual Basic, VB Script, C, C++, Java, Java Script, Java Beans, HTML, ASP, XML, XSL, RPG 400, COBOL, PowerBuilder  
Databases – SQL Server, Oracle, DB2, Sybase, Access
7. Describe your products / experience with Databases:
  - a. Administration – Experience with designing relational databases and converting flat file legacy systems into relational databases. Also experienced in ongoing management and administration of existing databases in production, which includes performance tuning, real time monitoring and backup services.
  - b. Application Development Tools -Experienced with most industry standard development platforms and tools like CORBA, Web Sphere, Dreamweaver
  - c. End user tools – Visio, MS Project, MS Office suite
  - d. Structure and Methodologies – SLC, Waterfall approach, Use Cases and UML methodologies.
  - e. Other – We have tools that were built in house to facilitate tracking, project management and testing. Most of these are web based so that developers and users need not be all in the same location to use them.
8. What general software applications have you experience in?  
We have built software applications for the following industries –

Financial Services – Online banking systems, Loan origination system, Electronic Benefits, Payments and funds transfer systems. Supported statistical analysis with SAS programming.

Information Technology – Issue tracking system, time, expense and invoicing system online project management system.

9. Please describe any experience and deployed solutions in each of the following specific technologies below:
- a. Help desk solutions / technologies – Set up help desk for 24 hour support of end user issues for payment systems. Implemented various off the shelf help desk and call tracking packages.
  - b. Data development –Setup Access Database for company wanting to capture sales and marketing information. Designed so as the company grows, the program can easily be migrated to SQL and eventually web enabled.
  - c. Data analysis-Analyzed system in 3<sup>rd</sup> party software package, proposed conversion to SQL 2000 and client server front end using Visual Basic.
  - d. Data modeling-Modeled SQL Database and Web front end off an AS/400 system that utilized RPG.
  - e. Facilitating and consulting – Conducted JAD sessions to compile user requirements. Wrote and mapped out use cases using UML methodology
  - f. Photogrametry and remote sensing -NA
  - g. Data collection and clean up mapping
  - h. GIS/ ESRI software / Mapinfo -NA
  - i. Electronic commerce / EDI – Built payment and funds transfer systems using industry standard SSL encryption. Integrated accounting applications with payment systems including the new Level 3 data format.
  - j. Document Management – Built expense reporting system which converted all paper receipts into electronic images and then grouped together by date. Currently working on a check conversion and imaging system for electronically processing checks and warehousing check images.
  - k. Telecommunications wide area network -NA
  - l. Biometrics -NA
  - m. Wireless networking – Experience in setting up secure wireless lans and connected wireless lans to wired lans. This includes setting up routers, access points, bridging devices, and signal boosting devices. Currently working on creating public access points (Hot spots)
  - n. IT staffing – Provided short term and long-term consultants on a T&M basis to Fortune 500 businesses across the United States. Have a diverse pool of prescreened consultants to choose from as well as an office in India to hire consultants if the appropriate person/skill set cannot be found locally.
  - o. Graphic / web design – we do all our web programming in house on various platforms (see #6 above) and generally use independent graphic designers for graphics design work.

ITQ EXHIBIT E -- COST DATA SHEET FORMAT

COST DATA SHEET for ITQ Number <u>BD80200S102</u> Revision <u>1.0</u>	
FOR SERVICE CATEGORY: <u>4-Development</u>	
COMPANY NAME: <u>Denbar Consulting</u> date <u>9-16-03</u>	
DESCRIPTION OF SERVICE	RATE PER HOUR NOT TO EXCEED
Project manager	\$110
Web Developer	\$85
Client Server Developer	\$85
Business Analyst	\$90
Network Technician	\$85
Programmer Analyst -Jr.	\$65
Programmer Analyst -Sr.	\$95

Note: The SP may be able to have additional line items added at a later date to this ITQ, IF it is in the same service category as originally qualified for under the ITQ, and If such a request is approved by the STATE. In such case, an addendum will be issued by the STATE.

Submit additional sheets as necessary. RATE PER HOUR is to be in US dollars and is firm for the duration of ITQ, except that changes to the rates per hour may be made upon approval by the STATE once every 12 months from date of the ITQ execution and no change will be allowed over 5% for each line item without justification. In such case, an addendum will be issued by the STATE.

**ITQ EXHIBIT F - REQUIRED SIGNATURE PAGE** (submit two signed originals in your response)

I / we as undersigned agree to the terms and conditions of the aforementioned ITQ #BD80200S102 and if our response is accepted, to furnish any and all services upon which cost data has been submitted. Any material misstatement in our response shall be treated as fraudulent concealment from the STATE of the facts relating to this ITQ.

Name of Entity / Person Submitting Proposal: Denbar Consulting

Mailing address: 4949 Westown Pkwy, Suite 165-101  
West Des Moines, IA 50266

Phone: (515) 224-4612 Fax: (515) 267-0494 Email: joanie.bond@denbar.com

☐ If Individual: SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

☐ If Partnership: Names -type written: \_\_\_\_\_ / \_\_\_\_\_

Social Security Numbers: \_\_\_\_\_ / \_\_\_\_\_

SIGNATURES of PARTNERS: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

☐ If Corporation: Corp ID# 42-1466320 State: Iowa

SIGNATURE: Joanie K Bond Date: 9-23-03

Name and Title -type written: Joanie Bond - Business Development Manager

I / we consent to service of process by certified or register mail addressed to our designated legal agent as required by Part 2-13-i of the Terms and Conditions of the ITQ. I / we appoint

Mandy Hughes at Brown, Winick Law Firm as our agent to receive service of process.

WITNESS SIGNATURE: Bunny Stennich Title: \_\_\_\_\_ Date: 9-25-03

The STATE of Iowa, acting through the undersigned officer(s), hereby accepts the foregoing response to the ITQ and pre-approves the SP named for agency requests for proposals using this agreement. This acceptance and the SP's response for the above referenced ITQ and related POs, including the terms and conditions of the ITQ constitute a binding contract between the STATE and the SP.

CT \_\_\_\_\_ Vendor ID# \_\_\_\_\_

☐ CONDITIONAL TSB

Evaluation Committee Chairperson \_\_\_\_\_ Date: \_\_\_\_\_

DGS Purchasing Div. Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Purchasing Agent / Issuing Officer: \_\_\_\_\_ Date: \_\_\_\_\_

Department of Administrative Services  
General Services Enterprise - Purchasing  
HOOVER BUILDING, LEVEL A  
DES MOINES, IOWA 50319-0105

VENDOR APPLICATION FORM

1. Legal Business Name: Denbar Enterprises Inc. Yrs. In Business: 16  
(For remittance of warrants/payments)
- Line 1: 4949 Westown Pkwy  
(Street)
- Line 2: Suite 165-101
- West Des Moines IA Polk IA 50266  
(City) (County) (state) (Zip)
- Address if different than listed above:
2. Alternate (DBA) Address:
- Legal (DBA) Name: \_\_\_\_\_ DBA ☐
- Line 1 \_\_\_\_\_
- Line 2 \_\_\_\_\_
- City/State/Zip \_\_\_\_\_
3. Purchase Order/Bid Mailing Address:
- Business Name: Denbar Enterprises Inc.
- Line 1 4949 Westown Pkwy
- Line 2 Suite 165-101
- City/State/Zip West Des Moines IA 50266
4. Federal Identification Number (FEIN) and/or Social Security Number or EIN#, if applicable:
- EIN#: 42-1466320
- SSN#: \_\_\_\_\_
5. Type of organization: Corporation ☐ Partnership ☒ Individual ☐ Sole Proprietorship ☐ Foreign ☐
6. If corporation, indicate in which state: Iowa Date incorporated? 10-27-1997  
(Record additional corporation and/or company data on reverse side)
7. Does any state of Iowa employee hold an office as Principal, Director, Partner, or hold any remunerative position in this Company? YES ☐ (List names, positions & agencies on reverse side) NO ☒
8. Indicate on the attached commodity list, the classes of equipment, supplies, material and/or services on which you desire to bid/sell: 918

9. Specific brand names of items handled: NA (Please attach separate list)

10. Type of business (Check more than one if applicable):

- |                                |       |                            |                                     |
|--------------------------------|-------|----------------------------|-------------------------------------|
| A. Manufacturer or producer    | _____ | E. Service Establishment   | <input checked="" type="checkbox"/> |
| B. Dealer with inventory stock | _____ | F. Professionally Licensed | _____                               |
| C. Construction concern        | _____ | G. Foreign                 | _____                               |
| D. Distributor                 | _____ | H. Other (Define)          | _____                               |

11. Type of operation (Check more than one if applicable):

- A. Is your firm located in Iowa? yes
- B. Are you a single management concern (not a branch or subsidiary of another firm)? No
- C. Gross receipts/sales last year: \$ 1,500,000
- D. Number of employees: Company-wide 35 in Iowa 8
- E. Are you a minority- or disadvantaged-owned concern, at least 51 percent owned, controlled and actively managed by one or more minorities or, if a publicly-owned concern, at least 51 percent of the stock owned by one or more minorities? No
- F. Are you a woman-owned concern, at least 51 percent owned, controlled and actively managed by one or more women or, if a publicly-owned concern, at least 51 percent of the stock owned by one or more women? No
- G. If you are a Targeted Small Business (TSB), are you currently certified with the Iowa Department of Inspections and Appeals? No

12. Company Contact Person(s):

NAME	Official Position	Telephone Number
<u>Joanie Bond</u>	<u>Business Development Mgr</u>	<u>(515) 224 - 4612</u>
_____	_____	_____
_____	_____	_____

13. Bank Reference: US Bank - Teresa Allsup  
Address: 3738 Western Pkwy West Des Moines, IA 50265

14. The undersigned certifies that the information contained herein is correct. I understand that misrepresentation may be cause for removal from the qualified vendor list and any other penalties allowed by law. Further I affirm that the undersigned company's employment practices do not discriminate because of age, race, creed, color, sex, national origin, religion, or disability.

Firm Denbar Consulting

Signed Joanie Bond

Print Name: Joanie Bond

Title: Business Development Manager

Business number: (515) 224 - 4612

Toll free number: ( ) - \_\_\_\_\_ Date: 9-15-03

FAX number: (515) 267 - 0494

E-mail Address: Joanie.Bond@Denbar.com

**Request for Taxpayer  
Identification Number and Certification**

Give form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name <u>Denbar Enterprises Inc.</u>	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other <input type="checkbox"/> Exempt from backup withholding	
Address (number, street, and apt. or suite no.) <u>4949 Westown Parkway, Suite 165-101</u>	
City, state, and ZIP code <u>West Des Moines IA 50266</u>	
List account number(s) here (optional)	
Requester's name and address (optional)	

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 2. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 2.

Note: If the account is in more than one name, see the chart on page 2 for guidelines on whose number to enter.

Social security number  
| | | | | | | | | |

or

Employer identification number  
42114160320

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 2.)

Sign Here	Signature of U.S. person <u>Jeanie K Bond</u>	Date <u>9-15-03</u>
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**Purpose of Form**

A person who is required to file an information return with the IRS must get your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

**Use Form W-9 only if you are a U.S. person** (including a resident alien), to give your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

**If you are a foreign person, use the appropriate Form W-8.** See Pub. 515, Withholding of Tax on Nonresident Aliens and Foreign Entities.

**Note:** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 30% of such payments after December 31, 2001 (29% after December 31, 2003). This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

- You do not furnish your TIN to the requester, or
- You do not certify your TIN when required (see the Part II instructions on page 2 for details), or
- The IRS tells the requester that you furnished an incorrect TIN, or
- The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions on page 2 and the separate instructions for the Requester of Form W-9.

**Penalties**

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of Federal law, the requester may be subject to civil and criminal penalties.